

CITY OF BINGHAMTON BANNER PERMIT APPLICATION

Banner Permit applications must be submitted at least 35 days prior to the event to avoid incurring late fees. Applications submitted less than 35 days but not less than 30 days prior to the event will be charged a per-day late fee. Applications submitted less than 30 days prior to the event will not be accepted.

APPLICANT INFORMATION

Applicant/Contact Person: _____

Business Name (If Applicable): _____

Mailing Address: _____

Telephone Number(s): _____

Email Address: _____

BANNER INFORMATION

Banner content (words and designs): _____

Dimensions of Banner: _____

Note: No banner shall exceed the maximum dimensions of forty-two inches by twenty feet. Please note that all banners must be made of canvas or heavy-duty vinyl. Metal grommets must be placed at all four corners, and every two feet along the banner. Banners which are erected over and across a public highway but which are not attached to a solid structure, such as an overpass or bridge, must have wind flaps.

Requested Display Location: _____

Note: Banner display locations shall be subject to approval by the Department of Parks & Recreation. Please contact this department to determine the available locations.

Requested Display Date(s): From: (Monday) _____ To: _____

Note: No banner shall be hung more than three weeks prior to the date of the event indicated on the banner. Please note that all display dates must begin on a Monday.

On what date will the banner be delivered to the City of Binghamton? _____

Note: All banners must be delivered to and retrieved from the City Clerk's Office, located on the first floor of City Hall, 38 Hawley Street, Binghamton.

FEE INFORMATION

Application fee: \$50

Late fee (per day): \$20/day

HOLD HARMLESS & INDEMNIFICATION

The Banner Permit Applicant shall hold harmless and indemnify the City from any and all claims, actions, damages or liabilities of every name and nature which may arise or be incurred by the City as a consequence of placing the banner upon City property. This shall include any damage to the banner or any injuries sustained by third parties as a result of faulty materials.

Signature

Date